

# Random Moment Time Study (RMTS)

## Mandatory Annual Training for Independent School Districts

### Federal Fiscal Year 2021

(October 2020 to September 2021)



#### RMTS Training Compliance

**Annual training is mandatory for at least two district employees** designated by the entity as a RMTS Contact. The RMTS Contacts are responsible for ensuring the entity complies with all RMTS requirements. **If your district is contracted with a Co-op, SSA or third-party vendor, the district RMTS Contacts are still required to complete annual training.** ISD's will not be given full access to the online time study system for FFY 2021 until their annual training requirement is met. Districts should not solely depend on a Co-op, SSA or third-party vendors to certify their participant list nor manage the time study sample due to it not only being a requirement, but for issues that may arise needing immediate response and/or actions.

It is crucial ISDs understand that compliance with the RMTS annual training requirement is mandatory. Failure to comply with this requirement will impact the ISD's ability to draw federal funding for MAC and/or SHARS services provided.

RMTS Contacts who have not received their annual FFY 2021 training will need to register for training. Below are the dates for the next available training and the link to register for the training.

<https://rad.hhs.texas.gov/time-study/time-study-independent-school-districts-isd/time-study-isd-training-information>.

Upcoming Training Sessions for **FFY 2021**:

Date	Program	Mode	Type	Start	End	QTR
11/5/2020	ISD	Webinar	Initial	8:30 AM	12:00 PM	2nd
11/12/2020	ISD	Webinar	Refresher	1:00 PM	3:30 PM	2nd
2/2/2021	ISD	Webinar	Initial	8:30 AM	12:00 PM	3rd
2/18/2021	ISD	Webinar	Refresher	1:00 PM	3:30 PM	3rd

If you have any questions, please contact the Texas Health & Human Services Commission (HHSC) Time Study Unit at [TimeStudy@hhsc.state.tx.us](mailto:TimeStudy@hhsc.state.tx.us) or (512) 490-3194.